

CITY OF KIRKLAND

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PRE-APPROVED PLANS POLICY

Policy R-20: NEIGHBORHOOD TRAFFIC CONTROL PROGRAM (NTCP) VOTING REQUIREMENTS

The Neighborhood Traffic Control Program (NTCP) uses a 2-phase approach to calm traffic on non-arterial residential streets. The first phase involves low cost, easy to implement strategies such as education, pavement markings, signing, deployment of the portable radar trailer, and the Citizen's Speed Watch Program – each as appropriate to address the issue at hand.

Phase two strategies involve physical changes to the street, such as speed cushions and traffic circles. Since the Phase II strategies require all users of the street to drive over or around these devices on a daily basis, strong support from the local residents is required before such traffic calming devices are installed.

Support rate:

- When there are fewer than 70 household voting, at least 70% of those who receive a ballot must vote "yes" to install the device.
- When there are 70 or more households voting, at least 70% of those who return a ballot must vote "yes" to install the device.
- Abstaining votes or undeliverable ballots are subtracted from the total number of ballots when calculating the percentage of positive votes.

Balloting Process: Mail-back ballots are used to determine the support rate of a traffic calming proposal. One vote per address is allowed. Each unit in a multifamily dwelling receives one ballot. Businesses receive one ballot per business, regardless of business size, except that if a business has access to other routes in addition to the one being treated, it is not eligible to vote regardless of its location.

The distribution of ballots other than by City of Kirkland staff is not allowed and ballots not issued by the City will not be accepted. Official city-issued ballots signed by the voter and returned by mail, by hand or by fax are acceptable forms of responses. Email responses are acceptable but must include the voter's name, phone number, and address.

The results of the balloting are available for public inspection throughout the voting process.

Voting area: The voting area is determined by Public Works. The major principle of NTCP voting is full participation and consideration of the opinions of as many eligible households as possible. Judgment is required for fine tuning and adjustment of the voting area because situations will arise that policies can't anticipate. The guidelines for determining the voting area are:

- People may vote if their property abuts the street proposed for calming and is
 - between proposed devices or
 - is located less than 500 feet from one of the proposed devices.

- People may also vote if they do not have an alternate route which would avoid travel over the proposed devices. An alternate route is a route which is less than twice as long as the calmed route and which is not already calmed.
- Small portions of street segments should not be excluded from voting based on the 500 foot consideration. Instead, the entire street should be included.

The NTCP is managed by the Neighborhood Traffic Control Coordinators.